



John Hoeven, Governor
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June 20, 2005

Dear Prospective Bidders:

Thank you for your interest in the Independent Verification and Validation (IV&V) component to the North Dakota Medicaid Systems Replacement Project. This component will provide project management and quality-focused support for the Project to replace the three current Medicaid systems: Medicaid Management Information System (MMIS), Pharmacy Point of Sale (POS) system, and Decision Support System / Data Warehouse (DSS/DW). You are invited to submit Bid Proposals in accordance with our Request for Proposal, (RFP) # 325-05-10-018. This RFP may be downloaded in Adobe PDF and Microsoft Word format from The Department of Human Services' (DHS) website at:

<http://www.state.nd.us/humanservices/info/mmis.html>

and clicking on the IV&V Request for Proposal link.

As described in the RFP, DHS will select one or more contractors to provide verification, validation, audit and project management support services for this project. Bidders may offer Bid Proposals for any or all service components, but each individual system component's Bid Proposal must be self-contained and submitted separately according to the submittal requirements described by this RFP.

A Bidders' Conference will not be held in relation to this RFP. For the purpose of clarifying the RFP's contents, scope of work, contract phases, *etc.*, questions must be submitted through the DHS website noted above, and accessed by clicking on the *RFP Vendor Question Submission Application* link. In order for a vendor to submit questions the vendor must first register for a Login ID by clicking on the *Register Now* link on the Login web page of the *RFP Vendor Question Submission Application*. Each vendor only needs to register once even if planning to submit proposals for more than one service component.

Each bidder must also submit to DHS a Letter of Intent to Bid as described in Section 2.2 of the RFP. Per Section 2.2, this Letter of Intent to Bid must be received by DHS no later than 3:00 PM CT on July 14, 2005. The Letter of Intent to Bid must include the vendor Login ID used in registering the vendor on the DHS *RFP Vendor Question Submission Application*. Upon receipt of the Vendor Login ID, DHS will authorize the vendor to use

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the RFP Vendor Question Submission Application. Once authorized, DHS will notify the vendor via e-mail of the approval to submit questions.

General procurement process questions may be submitted to the following e-mail address: MedicaidRFP@state.nd.us.

In order to submit a Bid Proposal, potential vendors to the State of North Dakota must be registered with the State of North Dakota's State Procurement Office (SPO) as an "approved vendor", per Section 1.5.4 of the RFP. As the vendor registration process can be lengthy, each vendor is urged to begin the process as soon as possible. Please note that creation of a vendor ID on the *RFP Vendor Question Submission Application* does **NOT** constitute registration with the SPO.

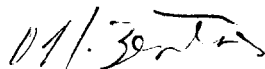
All Bid Proposals must be received by the DHS Procurement Officer listed below by August 2, 2005, at or before 3:00 p.m. Central Time:

Geoff Lowe, Procurement Officer
RFP# 325-05-10-018
Division of Information Technology
Department of Human Services
600 E. Boulevard Ave., Dept. 325
Bismarck, ND 58505-0250

Late bid proposals will not be considered and will be disqualified regardless of the reason for being late. Evaluation of Bid Proposals and selection of bidders will be completed as quickly as possible after receipt of responses.

DHS looks forward to receiving your Bid Proposals.

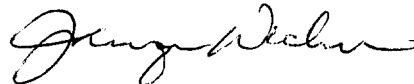
Sincerely,



David J. Zentner, Director
Medical Services

KA/mlt

Sincerely,



Jennifer Witham, Director
Division of Information Technology